SALEM COUNTY BOARD OF CHOSEN FREEHOLDERS BUDGET MEETING MINUTES

January 7, 2012 9:00 A.M.

The meeting was called to order by Director Acton: Freeholder Laury offered the prayer followed by the Pledge of Allegiance.

Director Acton stated that adequate notice pursuant to the Open Public Meetings Act has been given of this meeting.

On Roll Call, the following Freeholders were present: Deputy Director Laury, Freeholders Cross, Vanderslice, Ware, Bobbitt, Timberman, and Acton.

Budget Presentations:

Bill Sumiel gave the budget presentation for the Engineering Department outlining budget request for 2012. They are requesting \$375,000 for Salary and Wage, \$491,225 for County Funds Operations, and \$2,500,000 for the Capital Account. The department would like to fill two temporary positions (Student Assistant II's for the summer May thru August). Mr. Sumiel went through a list of capital road, bridge and dam projects and professional services anticipated for the year 2012. Mr. Sumiel gave a overview of the anticipated projects pointing out funding sources whether state, federal, FEMA reimbursement or county, which stage or phase the project is in as well all bridge, road and dam closures.

Anthony Riccio, Executive Director Quantum Health Solutions, Inc. has been providing services to Salem County since March of 2007. At the present, Quantum staff is on call 24/7 365 days to answer calls from employees who are dealing with personal problems whether it be physical, mental, stress, legal issues, addiction, grief counseling and any other issue that would affect productivity. Providing training to employee benefits staff, employees and managers on behavior issues, friction etc. and works with applicant testing services for the Sheriff's Office. The cost of these services would be \$15,000 - \$16,000 with the very top number being \$20,000 at the end of the year for ancillaries.

Jeff Pompper and Scott Haines gave the budget presentation for OEM Department. Jeff went over the background of his department which consists of seven divisions which he is looking to merger to save funding. The office has obtain several pieces of equipment through grants with no direct cost to the county which are in need of repairs and upgrades and the disposal and replenishing of medical supplies and equipment. The line item for the department and each division was presented in detail for the following budget request: Emergency Services OE \$41,275; 911 Center Division OE \$99,200; Fire Academy Division OE \$109,600; Fire Marshal Division OE \$4,050; Operations and Training Division OE \$3,950; Safety Division \$5,100; Hazardous Materials Team \$7,800 and EMS Division \$100,028.

Scott Haines gave a presentation for the EMS Division based on the county moving forward on the EMS project. To date the division has received approximately \$300,000 in funding from the Health and Wellness Foundation Challenge Grant, PSEG, and the Emergency Management 966 Grant. Projecting initial start up cost of \$674,349.82 which would include salary and wages for two full time staff members with benefits and 12 part time on call staff members along with the division head, EAP, uniform expenses, operating expenses and 2 pre-owned ambulances. Mr. Haines covered revenue anticipated from the project.

Jim Scull gave budget presentation for the Bus/Transportation Department. County has a 3 year 5.8 million contract to operate a fixed route from Woodstown to Pennsgrove with New Jersey Transit. The county currently leases six buses from New Jersey Transit. Anticipated revenue from New Jersey Transit is approximately \$1.176 million. Cost obligated to county for 2012 is \$347,000 but is only requesting \$337,000. These funds would cover parts, maintenance, and special repair services. Due to the acquisition of additional space, the department is looking to renovate the front office space to make it more conducive to the public. Renovations would include floor covering, lighting, phone and electrical upgrades, walls, security and at estimated cost of \$33,000. Mr. Scull mention that he does not over spend and what he gets he spends. Did receive Tiger Grant don't know what the railroad is going to be.

Jeff Ridgway a gave budget presentation that went through the various departments that fall under his division, Facilities Management, Roads and Bridges, and Mosquito Control. Mr. Ridgway discussed the under funding of Facilities Management OE line item last year and its effects on contractual obligations and is requested \$550,000 in Facilities Management OE line item for 2012; snow and ice removal, lending equipment to municipalities; maintenance and repairs. The budget request for Facilities Management: OE - \$550,000, Utilities, Alterations and Renovations, and Vehicle Maintenance same dollar figure as last year. Road Department budget request: OE - \$350,000, Snow Removal and Cap Materials same dollar figure as last year. Mosquito Control budget request: OE \$350,000.

Sheriff Chuck Miller gave the presentation for the Sheriff's Office. Sheriff Miller expressed that he would like to meet with the Board and Administration before his budget has been finalized. He stated that his budget consisted of nothing but needs. The Office was paying the Memorial Hospital of Salem County 75 percent of actual charges and has reached an agreement to reduce that charge to 28 percent of charges.

Ray Skradzinski gave the presentation for the Correctional Facility. 50 percent of the OE budget consists of medical expenses. 30 percent – 40 percent is for inmate meals. 10 percent for everything else. Do not anticipate new officer positions. Officers have been reassigned and has resulted in an estimated \$1 million cost savings. He discussed the use of inmate labor for painting in schools, mowing and weed whacking and animal carcass removal. The remote video visitation program has generated approximately \$7,000 and once equipment is paid for the county will realize a 25 percent commission.

Dennis Seneca gave the budget presentation for the Information Technology Department. He discussed plans to migrate all computers to Window 7 Professional licensing, county wireless project and the need for additional staff. Support/services would be allocated 60 percent of the budget and the other 40 percent would be used to keep the county afloat. The IT department is requesting \$321,000.

Prosecutor John Lenahan gave the budget presentation for the Prosecutor's Office. He gave a synopsis of the relationship between the Prosecutors Office and the Freeholder Board and stated as long as he is the Prosecutor he would not take legal action. He stated he has turned back \$200,000 -\$300,000 until this year. He discussed how the office saves salary and wages with the use of contracting employees. He stated he is only looking to replace three people who have retired.

Blanch Hogate gave the budget presentation for the Health Department. Ms. Hogate stated that she is not requesting an increase for 2012. Salary projection in nursing is \$3,285 less due to proposed replacement of Nursing Director with a BSN Supervisor. She is proposing hiring an environmental inspector/trainee. Ms. Hogate discussed establishing the Health Department as a Medicaid Provider and billing insured and Medicare participants for flu inoculation clinics and pre-ordering the flu vaccine before the end of the month. Budget request consists of \$43,180 - Priority Health, \$15,450 - Public Health Administration, \$17,100 - Public Health Environmental and \$45,475 - Public Health Nursing.

Lou Joyce presented the budget the Planning Department. The Planning and Agricultural Department consists of 4 people and anticipate the retirement of one person in the. They have managed to stay under budget and for the last several years return bids to the county OE budget. The void could be filled with a part time person. Mr. Joyce outlined the various programs and projects they are involved in which they provide mapping products and assistance. The budget consists of operating expenses, solicitor with contract of \$2,400, software licenses, paper supplies and upgrading GIS System. One person transferred to IT and another person was promoted to that position will need additional training.

Lori Davenport gave a budget presentation for Women's Services. Mrs. Davenport gave and overview of the services provided along with static's and demographics for the Domestic

Violence Program. She stated peer grouping funds allocated two Women's services has been on a steady decline. Over the last several years it has gone from \$20,000 to \$10,000 and believes they deserve more than \$10,000. She also noted that based on 65,000 people in the county they bring in an estimated \$14.61 per person and is asking the county for 31 cent per person, \$20,000. Director Acton asked to review Women's Services budget.

EXECUTIVE SESSION OF THE SALEM COUNTY BOARD OF CHOSEN FREEHOLDERS OLD SALEM COURT HOUSE JANUARY 7, 2012

Present: Freeholders Acton, Laury, Cross, Vanderslice, Ware, Bobbitt, Timberman, Administrator Gage, Evern Ford, CFO Wright.

Freeholders entered closed session at 1:50 PM to discuss contract/employee negotiations in preparation for the meeting with all union heads on the upcoming Tuesday. Various items were discussed including the tax levy, amount of negotiated raises, our flexibility in authorizing the Administrator and legal counsel to discuss the possibility of layoffs, furloughs etc. if organized labor is not willing to agree to a 90 day postponement of the negotiated raises that are to take effect at the first pay of this year, Jan. 19, 2012.

The Freeholders came out of closed session at 2:30 PM on a motion by Freeholder Laury, seconded by Freeholder Ware, carried 7/0.

Respectively submitted,

Earl R. Gage Clerk of the Board